

## Volunteer Role Description

<b>Role title</b>
Visitor Centre Volunteer Rover
<b>Based at location</b>
The Nature Discovery Centre and Thatcham Reedbeds Nature Reserve
<b>Purpose of the role</b>
Your role is a crucial part of BBOWT's commitment to ensuring that visitors to the Nature Discovery Centre enjoy their time here and that it is a tidy and well-maintained visitor centre and nature reserve.
<b>Type of work in which you will be involved</b>
<p>You will join a flexible rota of volunteers helping with the following activities:</p> <ul style="list-style-type: none"> <li>• Opening/closing the visitor centre – unlocking doors, moving a-frame signage, arranging café tables and chairs</li> <li>• Opening/closing the two bird-watching hides, sweeping them and refilling bird food in the feeders</li> <li>• Ensuring the Tramper is charged, moved and is clean</li> <li>• Litter picking around the visitor centre, car parks and lake paths</li> <li>• Assisting setting up the Lakeside Room for hires</li> <li>• Restocking drinks, sweets and crisps in the café area</li> <li>• Cleaning café tables inside and outside</li> </ul> <p>You will promote BBOWT as a whole and help to recruit new members, as well as promoting volunteering at the Nature Discovery Centre to all visitors, encouraging participation and passing on any interest to the Visitor Engagement Manager.</p>
<b>Skills required</b>
<ul style="list-style-type: none"> <li>✓ A cheerful and welcoming approach to talking with members of the public</li> <li>✓ A willingness to act as a public face of BBOWT and present a positive image of the Trust to the visitors you meet.</li> <li>✓ An interest in wildlife</li> </ul>
<b>Suitable for Under 18s</b>
Volunteers aged 14-17 will be considered on a case-by-case basis.



**Times/days we would like you to be available**

During opening hours – timing is flexible but we do require advance notice so we can plan. Duke of Edinburgh volunteers are welcomed and will be required to complete their required hours either between 9am – 10am or 3.30pm – 4.30pm.

**Benefits to volunteer & possible training opportunities**

You will be joining a team of volunteers and staff and have the opportunity to learn about the site and its wildlife at one of BBOWT's flagship sites, while also enjoying the social aspect of volunteering with a great team.

Discount is available in the shop and café.

**You will be responsible to**

Visitor Experience Manager

**Expenses payable**

No

**Interview or DBS check required**

We would like to meet any potential volunteers at the Nature Discovery Centre for an informal interview. This will provide the opportunity to talk about the role, answer any questions and ensure that volunteering for everyone is a rewarding and positive experience.

